

## Feature operation

### AutoDial

Store AutoDial AutoDial

Use AutoDial

Display AutoDial

### Call Forward

Activate Fwd ► Fwd

Deactivate ► Fwd

Reinstate Fwd ► Fwd

View number Display ► Fwd

### Call Pickup

Pickup

### Call Waiting

Answer (Hold) Call Waiting

Return to first call (Goodbye)

### Conference

Conf ► Conf

### Handsfree

Activate (Handsfree) (Goodbye) (to end the call)

Switch to handset

Handset to handsfree (Handsfree)

### Activate Headset

(Headset) (Goodbye) (to end the call)

### Hold

Place a call on hold (Hold)

Return to a held call

### Last Number Redial

### Message

(Msg/Inbox)

### Ring Again

Activate RngAgn

When notified ► RngAgn

Deactivate ► RngAgn

### Transfer

Trans ► Trans

### Adjust volume

or

(Volume +) (Volume -)

### Legend

#### Icon Action

( ) Indicates the key cap text label. For example, (Message).

Lift the handset, press the line (DN) key or the Handset key.

Replace the handset, or press to end the call.

(Goodbye)

Dial a number.

Press a line/feature key.

## Legend (continued)

Icon	Action
► AutoDial	An icon flashes when a feature is being programmed. An icon lights steadily when a feature is active.
	Press the Services key once for call platform features or press the Services key twice to access Local Tools menu options.
	Press the Message/Inbox key.
	Press the Up/Down Navigation keys
	Press the Enter key
	Press the Headset key.
	Press the Handsfree key.
	Press the Mute (on/off) key.
	Press the Directory key.
	Press the Quit/Stop key.

## Services and Telephone Options menus

### Services menu



Note: The Services menu contains the Telephone Options, Password Admin, and Virtual Office Login. Some options are not available on all Nortel IP Phone 1220 phones. Consult your system administrator.

The following are the most commonly used options:

### Telephone Options menu

#### Volume adjustment

Pick one of:  
Ringer  
Handset Listen  
Handsfree Listen  
Headset Listen  
Buzzer (Quit)

#### Contrast adjustment

(Quit)

#### Language

(Quit)

Note: This language setting controls the language used by features on your phone only. To set the language used elsewhere on your phone, press Services twice, select 1. Preferences, and select 2. Language.

#### Date/Time format

(Quit)

#### Local DialPad Tone

(Quit)

#### Ring type

Play (Quit)

#### OnHook default path

(Quit)

Note: The Directory key provides access to the Corporate Directory, Personal Directory, Redial List, and Callers List. For additional information about your IP Phone 1220, consult the Nortel IP Phone 1220 User Guide.

## Nortel IP Phone 1220



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# IP Phone 1220

For Nortel Communication Server 1000

## Quick Reference Card

